

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS  
OF SAN BERNARDINO COUNTY, CALIFORNIA  
AND RECORD OF ACTION**

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February 24, 2004

**FROM:** JAMES FELTEN, Public Health Programs Administrator  
Department of Public Health

**SUBJECT:** HIV/AIDS SUPPORT AND CARE SERVICES UNDER TITLE I OF THE RYAN  
WHITE CARE ACT CONTRACTS

**RECOMMENDATION:** Approve contracts between the County of San Bernardino (Department of Public Health) and the following agencies for HIV/AIDS support and care services, for a total contract amount not to exceed \$2,718,689 for the period March 1, 2004 through February 28, 2005.

Agency	County Served	Contract Amount	Contract Number
AIDS Health Care Foundation	San Bernardino	\$1,750	
Bienestar Human Services	Riverside and San Bernardino	\$74,500	
Desert AIDS Project	Riverside and San Bernardino	\$1,454,754	
Foothill AIDS Project	San Bernardino	\$176,000	
Inland AIDS Project	Riverside and San Bernardino	\$903,685	
Riverside County Department of Public Health	Riverside	\$108,000	
<b>Total Amount Awarded: \$2,718,689</b>			

**BACKGROUND INFORMATION:** Approval of this item will ensure that mandated services to persons living with HIV/AIDS in San Bernardino and Riverside counties continue without interruption. Services provided by approval of this item are: Case Management, Child Care, Direct Financial, Hotline, Legal, Mental Health, Oral Health, Peer Counseling, Pharmaceutical Assistance, Substance Abuse Counseling, Transportation and Treatment Adherence.

The Ryan White CARE Act was enacted in 1990 to provide Federal funding for comprehensive health and social services for persons who are HIV positive. The Federal Health Resources and Services Administration (HRSA) provides funding through Title I of the Ryan White CARE Act to areas disproportionately affected by the AIDS epidemic. The combined counties of San Bernardino and Riverside qualified for funding under Title I in 1994. The San Bernardino County Department of Public Health (Department) administers the Federal grant funds for the two-county Eligible Metropolitan Area (EMA), including the submission of an annual grant application for continuation of Title I funding, procurement of services, administration of grant funds, and assurance of compliance with Federal grant requirements. The total Title I grant, after subtracting administrative costs, is divided 61% to Riverside County and 39% to San Bernardino County. This allocation is based on the relative proportions of AIDS cases in the two counties. The Inland Empire HIV Planning Council (IEHPC) determines priorities for services and allocations of funds to service categories in the EMA each program year, which for the Ryan White CARE Act is March through February.

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The IEHPC is comprised of 32 members: 30 residents of the Riverside/San Bernardino EMA and two State representatives, one from the office of AIDS in Sacramento and the other representing the Medicaid Program. Members of the IEHPC are recruited based on the requirements of the Ryan White Care Act and trained by the Membership Committee of the IEHPC. All members are appointed by the San Bernardino County Board of Supervisors.

On September 23, 2003 the Board approved and authorized the release of RFP HSS 03-14 to procure Ryan White CARE Act services. The RFP was provided to all current providers of Title I services and to a list of providers who are not currently under contract with the EMA. Additionally, the RFP was posted on the County's Internet site, advertised in major daily newspapers in San Bernardino and Riverside Counties, as well as several smaller publications targeting minority groups.

Nine proposals were received by the proposal deadline. The proposals were evaluated based on a competitive scoring process by an evaluation team. The team was comprised of representatives from Los Angeles and San Bernardino Counties with experience administering and auditing similar programs. The evaluation criteria included Proposers' knowledge of targeted population's needs, ability to meet those needs, and cost to provide proposed services. Proposers had the opportunity to protest the awards if they perceived one or more of the following: the Department failed to follow its procurement procedure, conflict of interest, or a violation of law. The Department received no protests. All nine agencies that submitted a proposal, including the Department's \$50,250 proposal to provide Pharmaceutical Assistance and Treatment Adherence, were recommended for award. Contracts with Central City Lutheran Mission in the amount of \$25,000 and Social Action Community Health System in the amount of \$256,000 require additional time to obtain authorized signatures and will be recommended for Board approval at a later date.

Contractor performance will be measured by reviewing the required monthly reports and semi-annual site visits by County staff to monitor contract compliance, fiscal and program elements.

**REVIEW AND APPROVAL BY OTHERS:** This item has been reviewed by the Office of County Counsel (Charles Larkin, Deputy County Counsel, 387-5433) on February 10, 2004; HSS Contracts (Lori Ciabattini, Contracts Manager, 388-0253) on January 27, 2004; and County Administrative Office (Carol Hughes, Administrative Analyst, 388-0211) on February 12, 2004.

**FINANCIAL IMPACT:** Approval of this item imposes no local County cost. All costs will be reimbursed by the Title I program. The table below illustrates the funds allocated for this RFP and the funding levels that the Department of Public Health included in its FY 2003-04 budget and will include in its FY 2004-05 budget. Should actual awards from HRSA differ from the budgeted amounts, the Department will return to the Board to increase or decrease appropriations accordingly.

<u>Fiscal Year</u>	<u>Title I</u>
2003 – 2004	\$692,235
2004 – 2005	<u>\$2,076,704</u>
<b>Total</b>	<b>\$2,768,939</b>

**COST REDUCTION REVIEW:** The County Administrative Office has reviewed this agenda item and recommends this action based on full reimbursement of expenditures by HRSA.

**SUPERVISORIAL DISTRICT(S):** All

**PRESENTER:** James Felten, Public Health Programs Administrator, (909) 387-9146